



**Racine Unified School District
Operational Expectations Monitoring Report**

**OE-2 (EMERGENCY SUPERINTENDENT SUCCESSION)
SUMMARY OF COMPLIANCE STATUS**

Date: April 27, 2015

SUPERINTENDENT CERTIFICATION

With respect to Operational Expectations OE-2 (Emergency Superintendent Succession), taken as a whole, the Superintendent certifies that the proceeding information is accurate and complete, and is:

- XXX **In Compliance**
- In Compliance with Exception (as noted in the evidence)**
- Not in Compliance**

Executive Summary:

This report monitors OE-2 policy for April 1, 2014-March 31, 2015. This monitoring report is in compliance. The Superintendent was away from the office and unable to fulfill her leadership responsibilities on 16 occasions. 100% of these were either appropriately covered by District administrators who acted as Superintendent, or the Superintendent was available by telephone.

Signed: 
Superintendent

Date: April 13, 2015

BOARD OF EDUCATION ACTION

With respect to Operational Expectations OE-2 (Emergency Superintendent Succession), the Board:

- XXX **Accepts the report as fully compliant**
- Accepts the report as compliant with noted exceptions**
- Finds the report to be noncompliant**

Summary statement/motion of the Board Ms. Handrow moved, Dr. Frontier seconded, to approve the Operational Expectations – 2 (Superintendent Succession) Monitoring Report as being in compliance. All were in favor.

Signed: 
Board President

Date: April 27, 2015



Racine Unified School District
Operational Expectations Monitoring Report
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OE-2 (EMERGENCY SUPERINTENDENT SUCCESSION)

<p>The Superintendent shall designate at least one other executive staff member who is familiar with the Board’s governance process and issues of current concern and is capable of assuming Superintendent responsibilities on an emergency basis until the Board appoints a temporary or permanent replacement.</p>	<p><i>In Compliance</i></p>
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Interpretation: The Board expects the organization to have clearly identified executive leadership at all times. Whenever the Superintendent is not able to fulfill his/her direct leadership responsibility when away from the District for training, vacation, extended illness or emergency, the Board expects a District leader to be designated to serve in the Superintendent’s absence. The Board expects the Superintendent to identify and communicate to the Board and Central Office leadership the person(s) designated to lead the District during a Superintendent absence to make decisions on behalf of the District. In an emergency, where the Superintendent is incapacitated, the Chief of Schools will contact the President of the Board of Education who will designate an acting Superintendent.

The Board expects Superintendent designee(s) to be appointed first from available chiefs, then executive directors, then directors at the Administrative Service Center. Designees must possess skills, knowledge of District leadership responsibilities, Board policy, organizational structures, and District communication practices. In addition, the designee(s) must have an understanding of the Superintendent’s vision and direction for most District matters so that decisions made by the designee(s) are aligned to decisions and values typically made and expressed by the Superintendent under the direction of the Board.

<p>Indicator 1: The Board is presented evidence of the Chiefs who have been assigned designation as Acting Superintendent in the event the Superintendent is absent.</p>	<p>In Compliance</p>
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Evidence:

<u>Date of Absence</u>	<u>Purpose</u>	<u>Acting Superintendent</u>
March 13-14, 2014.....	Vacation	Dave Hazen
April 22, 2014.....	Sick	None – Available via phone
April 30-May 3, 2014.....	Spring LAP	Dan Thielen
May 9, 2014.....	Vacation	Dave Hazen
May 23, 2014.....	Vacation	Eric Gallien
June 17-20, 2014.....	Aspen Conference	Dave Hazen
June 27-July 3, 2014	Vacation	Eric Gallien
July 13-17, 2014.....	AASA National Conference.....	Dan Thielen
July 21-August 1, 2014	Vacation	Dave Hazen
August 6-7, 2014.....	Sick	None – Available via phone
November 7-10	Vacation	Eric Gallien
November 11-12, 2014.....	AASA National Panel on Discipline	Dave Hazen
December 19-23, 2014.....	Vacation	None – Available via phone
January 14-19, 2015.....	Superintendent Summit.....	Dan Thielen
February 23-March 1, 2015	AASA National Superintendent Conference....	Eric Gallien
March 9-11, 2015.....	Nashville	Dave Hazen
March 18, 2015	Day at the Capitol.....	Eric Gallien

<p>Indicator 2: For emergencies, if the Superintendent is incapacitated, the Board President will be contacted to designate an Acting Superintendent.</p>	<p>In Compliance</p>
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Evidence: There were no emergencies where the Superintendent was incapacitated.